

**POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES**

Fairgrounds Fire Station No. 1

November 18, 2020

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, Dick Wunderlich, R. Jack Clapp, Ron Roberts.
John Doty by cell phone.

Board trustee absent: None

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Sherry Nelson, Matt Dougherty.

Call to Order – {00:06} Chair Nelson called the meeting to order at 6:00 p.m.. The Pledge of Allegiance was recited.

Minutes October 14, 2020 {00:49} – **Trustee Roberts motion to approve October 14, 2020 minutes. Trustee Clapp second.** Board comment: None, Public comment: None. **Motion passed unanimously by voice vote.**

Communications {01:22} – DNRC 2020 Rural Fire Capacity Contract No. RFC-21-243. Last month Chief Gieser reported the grant was approved. The \$4,000 grant proceeds were deposited with Lake County Treasurer by State of Montana ACH. The transaction is included in the October treasury report.

Claims {01:43} – Trustee Roberts noted the Istate Truck Center claim included taxes. Chief Gieser will contact Istate to refund \$41.95, amount of taxes. Chair Nelson commented the final payment to Lake County for the chief's vehicle is included in the claims. The claims total is \$93,067.68 which includes the final payment to Heiman Fire and G3 Fire. Board comment: None, Public comment: None. **Trustee Roberts motion to approve claims. Trustee Wunderlich second. Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING OCTOBER 31, 2020 {03:14} –

CASH ON HAND

FUND # 7245 Operating Fund \$ 25,514.45 *

*Cash available following claims processed & payroll.

ALSO includes journal voucher from fund #7246 \$50,000

FUND # 7244 Voted Levy (5 mills with sunset) \$ 69,508.53

FUND # 7246 Capital Improvement Fund \$ 5,010.19

FUND # 7243 Voted Levy Operating Fund (transition fund) \$.05

Scott Beggs, Lake County Finance prepared year end transfer \$18.34 to fund #7244

Check numbers 7608 - 7631, both inclusive

Represents October, 2020 claims

\$ 93,067.68

Approved November 18, 2020

Public Safety:

Fire Chief payroll October 9, 23, 2020 (gross)	\$ 3,430.76
Employer expense match SS & Medicare	\$ 267.61
Quick books processing fee	\$ 3.50

Fund #7245 Operating Fund deposits with Lake County

10/16/20 A101 117455 SOM DNRC ACH invoice #20-163 Magpie Rock Fire \$ 2,504.90
7/27/20 to 7/29/20

10/23/20 A101 117502 SOM DNRC ACH invoice #20-188 Magpie Rock Fire \$ 8,167.79

10/21/20 A101 117475 SOM DNRC ACH invoice #RFC-21-243-01 fire capacity \$4,000
Grant submitted for radios.

Notes to financial statement -

Capital project Wt-311 upgrade in progress

Expenditure at completion November checks #7630, #7631 issued as October claims.

Due to Heiman	\$59,953.00	#7630
Due to G3 Fire	\$23,945.00	#7631
Total due on delivery	\$83,868.00	

Real Property taxes booked by Lake County Treasurer -

	<u>FY 2019-2020</u>	<u>FY 2020-2021</u>
Fund #7244 Voted Levy	\$ 74,260.69	\$ 75,220.29
Fund #7245 Operating	\$150,897.76	\$153,900.75

Trustee Clapp reported outstanding wild land revenue at approximately \$11,000. Additionally an invoice was submitted for the Ronan Tire Fire and Wildhorse -Hot Springs fire. Chief Gieser will follow up on the Ronan Tire Fire invoice. Public comment: None. **Trustee Clapp motion to accept treasury report. Trustee Wunderlich second. Motion passed unanimously by voice vote.** Chair Nelson thanked Bonnie for the report.

CHIEF'S REPORT (11:03} – Chief Gieser reported 22 calls during the October, 30 day period.

Response: 1). Smoke sighting 31053 Blue Spruce Drive; 2). Vehicle rollover 43396 Highway 93; 3). Ambulance assist 37936 Temple Drive; 4). Vehicle vs deer Highway 93 & Rocky Point Road; 5). Vehicle accident mm 63 Highway 93; 6). Tree across the road Rocky Point and White Swan; 7). Possible structure fire early dawn area nothing found; 8). Motor vehicle accident MM 72 Highway 93; 9). Smell of propane 28191 Clear Creek Way; 10). Candle fire in a residence at 41276 Flathead View Drive; 11). Mutual aid to Chief Cliff Fire at 45968 Dacia Lane; 12). Fire alarm 43043 Jette Lake Trail; 13). Vehicle vs deer 46405 Highway 93; 14). Smoke sighting end of Tower Road; 15). Slash fire pile fires 37338 Highway 35; 16). Vehicle accident Highway 93 & Briarwood Lane; 17). Vehicle accident 36516 Highway 93; 18). Vehicle accident Kerr Dam Road and Grenier Lane; 19). Trailer slide off Jette Meadows Road; 20). Vehicle off the road 41445 Highway 93; 21).. Mutual aid to Ronan fire for a barn fire at 37966 Songer Road; 22). Vehicle rollover Highway 93 and Haack Road.

Administration:

Process and send accident report to Missoula attorney's office for 2019 incident

Move WT -319 to station 3

Repair and maintenance

Kubota install block heater

E-318 Replace driver's intercom jack and test system

Station 4 remount and replace interior light activation system

E-328 install radio in unit for relocation to station 2

Chair Nelson thanked Chief Gieser for the report.

MEMBERSHIP REPORT {16:00} – Trustee Clapp reported the November meeting was not held. The membership plans to assist Chief Gieser with the purchase of the SCBA face masks. Trustee Roberts thanked the membership for the wild land response.

OLD BUSINESS:

BID AWARD FOR ENGINE #337 {17:30} – The district received one bid. Chair Nelson opened the bid for engine #337 from Charles R. Shaffner, Polson in the amount of \$755.00. **Trustee Roberts motion to accept and award bid for engine #337 by Charles R. Shaffner. Trustee Wunderlich second. Motion passed unanimously by voice vote.**

EXCESS PROPERTY WT-#319 {19:30} – Chair Nelson introduced the agenda item. WT-#319 is a 1982 Pierce Engine purchased from Central Valley Fire Department, Belgrade, Montana in October, 2008 for \$55,000. The insurance cost for units on the floor should be considered. **Trustee Wunderlich motion to list WT-319 as excess property. Trustee Roberts second.** Trustee Wunderlich requested apparatus station location. Chief Gieser replied WT-#311 will be housed at Station #3, then WT-#319 currently at station #3 will be housed at Station #1 to remove equipment. In the short term WT-#310 will be housed at Station #4 along with Unit #316; Station #1 WT#311 engine #318 and #323. The end result includes the banana water tender to station 2, the water tender at station 2 will be housed at station 4 and WT-#310 will be at station 1. The excess property approval allows Chief Gieser to remove the components and ready the unit for sale. Trustee Clapp requested a minimum bid placed on WT-#319 for sale in the legal advertisement. **Motion passed unanimously by voice vote.**

NEW BUSINESS:

SCBA PROPOSAL {23:53} – Chief Gieser reported U.S. Military has a government bid proposal for breathing apparatus. The 2021 Namchak Foundation Grant in the amount of \$50,000 is designated for SCBA's. The grant revenue and a portion of line of credit at First Interstate Bank will be sufficient to purchase the SCBA's. The breathing apparatus will replace 20 year old SCBA's. L.N. Curtis quote per breathing apparatus is \$5,724.50 . MES (Scott) which the rural and city currently have provided a quote at \$7,635.06. The quote does not include the use of the current SCBA bottles. Along with the quick change the cylinder valves and test the cylinders. The L.N. Curtis quote is for new cylinder bottles with lifetime warranty. The service testing will be billed annually. Curtis offered a trade in value for used air pacs. Chief Gieser would recommend the air pacs with thermal

imaginers attached would be handy. The membership may be willing to purchase additional face pieces. The price quote is time sensitive. Chair Nelson is favorable to the purchase for firefighter safety and to upgrade the SCBA's. The delivery time is 45 to 60 days with payment upon delivery. The 2021 Namchak Foundation Grant should be received in February. Trustee Wunderlich reviewed the anticipated income for the capital projects. The purchase is time sensitive, therefore the project should be approved this evening. **Trustee Wunderlich motion purchase 12 SCBA units with thermal imaging and the trade in funds to purchase an additional unit. Trustee Roberts second.** Chief Gieser suggested using appropriations in fund #7245 line item identified as SCBA to complete the budget appropriations for the project. SCBA's with thermal imaging attached is \$6,524.00. **Motion passed unanimously by voice vote.**

STATION 2 ENGINE ACQUISITION {52:36} – Chief Gieser requested the board suggest a payment plan – payment in full, or partial payments. The accepted price between Missoula Rural Fire and Polson Rural Fire is \$15,000. **Trustee Roberts motion to issue check to Missoula Rural Fire Department in the amount of \$15,000 which represents payment in full. Trustee Wunderlich second.** Public comment: None. **Motion passed unanimously by voice vote.**

AERIAL APPARATUS {55:02} – Chief Gieser suggested discussion of the apparatus at station #4. The trustees should look at the unit and then suggest a purchase price. Chief Gieser suggested an offer purchase price of \$15,000. **Trustee Wunderlich motion to table decision at this time. Trustee Roberts second. Motion passed unanimously by voice vote.**

CARES ACT REVENUE {58:41} – Chief Gieser reported the data was processed with Lake County Finance Department for personnel wages March 12 through October, 2020 regarding COVID-19.

FY 2021 BUDGET RESOLUTION FOR \$50,000

AND FY 2021 BUDGET AMENDMENT FUND #7246 {59:12} – Chair Nelson introduced the agenda item. Bonnie reported the resolution was adopted in May, 2019 along with Loan #904489761 at First Interstate Bank. The resolution and loan have an amount of \$100,000.

RESCHEDULE APRIL 21 , 2021 MEETING {1:00} – Trustee Wunderlich plans to be available for the April 14 meeting.


The December 9th meeting is scheduled at Fairgrounds Station No. 1 commencing at 6:00 p.m.

ADJOURN {1:02} - Trustee Roberts motion to adjourn. Trustee Clapp second. **Motion passed unanimously by voice vote.**

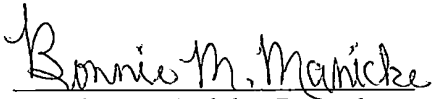
ADJOURN 7:02 p.m.

584351


Fred J. Nelson, Chair


Trustee Roberts

For: Dick Wunderlich Secretary-Treasurer
During out of state location
Approved December 9, 2020


Bonnie M. Manicke, Recorder

Email from Trustee Clapp November 14th 11:06 a.m.

Due to safety concerns (confirmed COVID case within Sta 2) and by consensus of the Board members, **next Wed. Board meeting 11/18 will be at Sta. 1 at 6.** This provides a larger area, arrangements have been made to have Sta. 1 cleaned immediately before the meeting with extra attention, and it will allow the Chief to participate remotely as he is currently quarantining. We were at Big Arm last month and will return as conditions permit.

FACE COVERING REQUIRED FOR ATTENDANCE

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

WEDNESDAY NOVEMBER 18, 2020 6:00 p.m.

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson,, MT 59860

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Station 1 Phone 406 883 4244

* CALL TO ORDER

TRUSTEES MEETING INCLUDES:

COMMENT BY RAISING YOUR HAND

REVIEW MINUTES OCTOBER 14, 2020

BONNIE

COMMUNICATIONS

BONNIE

REVIEW & APPROVE CLAIMS

CHIEF GIESER & BONNIE

TREASURER'S REPORT

BONNIE

CHIEF'S REPORT

CHIEF GIESER

MEMBERSHIP REPORT

CHAIR JEFF VEACH

• OLD BUSINESS

COMMENT BY RAISING YOUR HAND

BID AWARD FOR ENGINE #337

CHIEF GIESER

EXCESS PROPERTY WT - #319

CHIEF GIESER

• NEW BUSINESS

COMMENT BY RAISING YOUR HAND

SCBA PROPOSAL

CHIEF GIESER

STATION 2 ENGINE ACQUISITION

CHIEF GIESER

AERIAL APPARATUS

CHIEF GIESER

CARES ACT REVENUE

CHIEF GIESER

FY 20/21 BUDGET RESOLUTION FOR \$50,000

CHIEF GIESER

FY 20/21 BUDGET AMENDMENT FUND #7246

CHIEF GIESER

APRIL TRUSTEES MEETING RESCHEDULE TO APRIL 18, 2021

TRUSTEE WUNDERLICH

• PUBLIC INPUT ON NON AGENDA ITEMS

• ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO ATTEND AND PROVIDE HELPFUL COMMENTS. ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE.

584351

POISON RURAL FIRE BOARD FUND #7245
OCTOBER 2020 CLAIMS APPROVED NOV 18, 2020
Mailed 11/23/2020

Date	Num	Description	Memo	Category	Amount
11/1/2020	7608	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone (Landline) - Fairgrounds Stn.	-63.86
11/1/2020	7609	City Of Polson	Utility Billing Acct 7304 FairgroundsStnFillSpout	316 Water Fill Spout - Fairgrounds Stn.	-61.34
11/1/2020	7610	S Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-92.27
			Location #2876820001;2876820002 {1-security light}	302 Electricity - Big Arm Station	-10.05
			Location #2400744000	315 Electricity - Fairgrounds Station	-227.89
			Location #1401370000	322 Electricity - Stn #4 36300 CaffreyRd	-108.89
11/1/2020	7611	Republic Services #889	Acct #3-0889-0014329 Inv#0889-002709003	319 Disposal Service - Fairgrounds Stn.	-66.10
11/1/2020	7612	S WEX Bank	Truck #301	210 Gas, Diesel,Oil	-130.69
			Truck #318	210 Gas, Diesel,Oil	-25.21
			Truck #300	210 Gas, Diesel,Oil	-186.88
			Truck #316	210 Gas, Diesel,Oil	-28.63
			Truck #333	210 Gas, Diesel,Oil	-35.11
			Truck #303	210 Gas, Diesel,Oil	-21.04
			Truck #313	210 Gas, Diesel,Oil	-19.74
11/18/2020	7613	Daily Inter Lake	27329 legal publication unit #337 1979 water tender	330 Newspaper legal notice, advertising	-153.22
11/18/2020	7614	S Davis & Brown CPAs PC	Inv#7062 10/07/20 run payroll w/reports	345 Payroll Accounting Fire Chief Salary	-21.12
			Inv#7062 10/14/20 3rd quarter payroll rpt	345 Payroll Accounting Fire Chief Salary	-66.00
			Inv#7062 10/21/20 run payroll w/reports	345 Payroll Accounting Fire Chief Salary	-17.60
11/18/2020	7615	S First Bank Card	9/28/20 Waytek output connector	211 Vehicle Repair & Maint Supplies	31.43
			10/09/20 headset modules	211 Vehicle Repair & Maint Supplies	-68.00
			10/09/20 Waytek terminal, clap tubing	211 Vehicle Repair & Maint Supplies	-191.54
			10/10/20 Big Sky Kobota heater kit	211 Vehicle Repair & Maint Supplies	-77.77
11/18/2020	7616	S Lorinda Freeman	October weekly cleaning	321 Cleaning Services - Fairgrounds Stn.	-125.00
			Reimburse toilet bowl cleaner	202 Miscellaneous Supplies	-8.99
11/18/2020	7617	S Heiman Fire Equipment	Inv#0892673 4-mounting plates	211 Vehicle Repair & Maint Supplies	-113.32
			Inv#0892764 1-fog/foam nozle; ship 24.15	211 Vehicle Repair & Maint Supplies	-296.35
			Inv#0103899 RETURN fog/foam nozzle wrong threads	211 Vehicle Repair & Maint Supplies	272.00
11/18/2020	7618	S IState Truck Center	Inv#R261058243:1 2009 freightliner	211 Vehicle Repair & Maint Supplies	-393.00
			check engine light	211 Vehicle Repair & Maint Supplies	0
			Fuel level sensor, gasket	211 Vehicle Repair & Maint Supplies	-140.44
			Tech service	211 Vehicle Repair & Maint Supplies	-36.68
			Shop supplies	211 Vehicle Repair & Maint Supplies	-75.30
			Taxes	211 Vehicle Repair & Maint Supplies	-41.95

Date	Num	Description	Memo	Category	Amount
11/18/2020	7619	S L.N. Curtis & Sons	Inv#430314 yellow straps	211 Vehicle Repair & Maint Supplies	-479.25
			Inv#430314 tool hanger	211 Vehicle Repair & Maint Supplies	-70.20
			Inv#430314 spacer ring	211 Vehicle Repair & Maint Supplies	-36.00
			Inv#430314 postage	211 Vehicle Repair & Maint Supplies	-11.49
			Inv#431320 Dual adapter loc	211 Vehicle Repair & Maint Supplies	-60.75
			Inv#435058 shipping	211 Vehicle Repair & Maint Supplies	-11.50
			Inv#435058 1-flange intake adptr	211 Vehicle Repair & Maint Supplies	-155.00
			Inv#435058 2-flange discharge adptr	211 Vehicle Repair & Maint Supplies	-72.00
			Inv#435058 1-handle for valve	211 Vehicle Repair & Maint Supplies	-72.00
			Inv#435058 shipping	211 Vehicle Repair & Maint Supplies	-34.87
11/18/2020	7620	Lake County	Pymt#10 FINAL2016 Ram1500 SSV CrewCab Pickup	615 Loan w LakeCo Chief's Command Veh	-2908.70
				VN 1C6RR7XT2GS235978	
11/18/2020	7621	Lake County Leader	Advertisement #19028 legal unit #337 1979 water tender	330 Newspaper legal notice, advertising	-19.62
11/18/2020	7622	Mission Valley Security	Inv#21572 Amerex cylinder rubber strap bucket	211 Vehicle Repair & Maint Supplies	-98.16
11/18/2020	7623	S Montana Ace Polson	Inv 225449009 bolt cutter	201 Operating Supplies	-22.99
			Inv 225454254 1-cleaner	201 Operating Supplies	-4.99
11/18/2020	7624	Montana State Fund	Policy #03-434961-3 Inv#12992013 WorkersComp Inst 2 of 4	506 Worker's Compensation	-2020.52
11/18/2020	7625	North Ridge Fire Equi	Account Number 137 Inv#7335 maintenance wheel chock	201 Operating Supplies	-177.95
11/18/2020	7626	Out Back Toilets	Inv#6926 Toilet Rental Feb 2020 Stn#4	324 -Maintenance - Station #4	-90.00
11/18/2020	7627	S Platt	Ref OW02779 ceiling fan electric supplies	324 -Maintenance - Station #4	-4.60
			Ref OW07290 ceiling fan electric supplies	324 -Maintenance - Station #4	-106.02
11/18/2020	7628	S Polson Auto Parts, Inc.	Inv 611251 1-diesel anti-gel	211 Vehicle Repair & Maint Supplies	-13.51
			Inv 612997 fuel cap, scraper unit #300	211 Vehicle Repair & Maint Supplies	-28.52
11/18/2020	7629	S UPS Store	Inv#22260 to Waytec shipping	220 Office Supplies	-5.10
			Inv#22266 to Stine Electronics shipping	220 Office Supplies	-19.51
			Inv#22386 to Stine Electronics shipping	220 Office Supplies	-23.79
			Inv#22547 to Stine Electronics shipping	220 Office Supplies	-22.09
11/20/2020	7630	Heiman Fire, Inc	Inv#Pymt #2 FINAL on contract U#311 Tank&Components	960 WT#311 2008 Freightline(GovtSurplus	-59953.00
11/20/2020	7631	G3 Fire, LLC	Inv#3468 Pymt#2 FINAL on contract U#311 Inst&plumb parts	960 WT#311 2008 Freightline(GovtSurplus	-23945.00
11/1/2020 - 11/20/2020				TOTAL	-93067.68

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